

WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE

Minutes of February 23, 2010 Meeting

Warren Town Hall, 2nd Floor

7:00 pm

www.wvhdc.org

Attendees: BG (Ret.) Richard J. Valente, Janet O'Brien, Chris Fuller, Patricia Read and John DaSilva

Absent: Ed Theberge and Eileen Collins

Location: Planning Board Conference Room, Warren Town Hall

1- Call to Order

Chairman Richard J. Valente called the meeting to order at 7:11 pm.

2- Review of Applicants

None

3 - Review of Minutes

a. January 26, 2010 Regular Meeting

Following clarification regarding an amendment to the December 15, 2009 Minutes, Mr. Fuller made a motion to approve the Jan. 26, 2010 Minutes as

presented, seconded by Ms. Read. The vote to approve was unanimous.

4- Old Business

a. Financial Report

Mr. DaSilva reported expenses for February - \$100 secretary stipend, two payments at \$90 each for a total \$180 to Lakeville Computer for routine maintenance, and an additional \$260.50 to Lakeville Computer for repairs/changes. Mr. DaSilva explained that the \$260.50 charge was to enable applicants to apply on line, a feature that had not been operational. The total payment to Lakeville was \$442.50.

Ms. Read made a motion to approve the payments to the secretary and the computer company, seconded by Ms. O'Brien. The motion was approved unanimously.

Gen. Valente said he had received a letter from the Town Manager's Office concerning the FY 2010-2011 Budget Workshop on March 6. The letter also said that the Town Manager had recommended an appropriation of \$2,000 rather than the \$3,000 the W VHDC requested. A cut would be "unrealistic" he said given the tasks of the W VHDC which include sending out promotional mailers and printing materials such as the Standards & Guidelines. Mr. DaSilva said a necessary function of the committee was to "promote" the program.

Mr. Fuller suggested that to cut costs the committee could maintain the Website, and/or ask Town Planner Caroline Wells' assistance to do so. That would eliminate the Web Site expense. Gen. Valente said

he would broach the subject with the Council if the budget was cut. Gen. Valente said he would attend the Workshop and invited other committee members to do so.

a. Status Report

Mr. DaSilva updated the status report and removed the completed MacDougall and Murdock projects from open status.

Mr. DaSilva said that Julie Blount has not responded to the letter sent in January requesting a project update. Gen. Valente asked the secretary to reprint the letter. He will add a handwritten note urging Ms. Blount to contact the committee.

The WVHDC will be on the March 9, 2010 Council meeting agenda to make a presentation about the program. Ms. Read suggested a “visual” using a map to show in color the properties that have been repaired/restored since the WVHDC was established 10 years ago.

c. Standards & Guidelines

Revisions to the Standards & Guidelines continue. Mr. Fuller asked committee members to suggest text replacement when recommending changes. Gen. Valente asked all committee members to assist in the revision.

5- Other

Mr. Fuller said he would like to see the application forms made

easier to fill out and read. This could be accomplished by removal of some items, rearrangement and spacing. He asked fellow committee members to examine the applications and make suggestions.

6- Adjournment

Mr. DaSilva made a motion to adjourn the meeting, seconded by Mr. Fuller, and passed unanimously by the committee. The meeting was adjourned at 8:35 p.m.